



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

10/7/13

Maria Payne
1400 Grand Avenue
Muscatine IA 52761

Dear Maria,

This letter is in regards to the 10/2/13 compliance check of your Level A, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

Maria needs to keep door to basement clear; clear off items from basement steps and clear out area in basement to use for tornado safe area. Maria needs to move air compressor and weights out of kitchen to child inaccessible area.

☐ 110.5(1)a Numbers for each child's parent, physician, and a responsible person are accessible by the phone.

Maria needs to post this information.

☐ 110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

Maria needs to place items in bathroom labeled "Keep Out Of Reach of Children" in higher inaccessible area for children. Maria needs to fix child lock on kitchen cabinet door.

☐ 110.5(1)h A safe outdoor play area is maintained in good condition throughout the year.

Maria needs to repair or replace broken handle on red tricycle.

☐ 110.5(1)h Is kept free from litter, rubbish and flammable materials.

Cassandra needs to remove boat gas tank and dog feces from her outdoor play area.

☐ 110.5(1)j The plans shall clearly map building evacuation routes in case of fire, a safe place indoors in case of tornado, and flood shelter areas.

Maria needs to add flood/evacuation plan on rear door.

☐ 110.5(1)k Fire and tornado drills are practiced monthly and documentation kept.

Maria needs to show documentation of this.

☐ 110.5(1)n Each smoke detector has been installed according to manufacturer's recommendations.

Maria needs to re-install detector at top of 2nd story stairs.

☐ 110.5(1)n Each smoke detector is tested monthly, and a record is kept for inspection purposes.

Maria needs documentation of this.

☐ 110.5(1)u The provider has written policies about caring for mildly ill children and the exclusion of children due to illness, and informs parents of policies.

Maria needs to show documentation of her procedures on how she would care for mildly ill children that become sick while in her care (prior to their parents coming to pick them up.)

☐ 110.5(1)v The provider has written policies about responding to health-related emergencies.

Maria needs to provide documentation of these policies.

☐ 110.5(2) A provider file is maintained and contains:

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years.

Maria needs to show documentation of current physical for Joel and Maria and proof of immune status for Polio and dTap for Joel and proof of current dTap for Maria.

☐ 110.5(3) Activity Program.

☐ 110.5(3)e All play equipment and materials are in a safe condition, for both indoor and outdoor activities.

See 110.5(1) h.

☐ 110.5(4) The certificate of registration is displayed in a conspicuous place.

Maria needs to hang up her certificate.

☐ 110.5(8) Children's Files

☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.

Need for G.G.

☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

Need for G.G.

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

Need for G.G.

☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

Need for G.G.

☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

Need school aged health status for K.H., L.K., M.F.

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

Need updated physical for A.H., K.S., R.K., K.K.

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

Need for G.G.

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Need for G.G. Need update for A.H., K.S., K.K.

☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

Need for G.G.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations by 11/21/13.**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur sometime on or after **11/21/13**.

Please do not hesitate to contact me at DHS at (319) 208-5521 if you have any questions regarding this letter.

Sincerely,

Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-866-324-3236

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).